

## Administrative Order



**Administrative Order No.:** 7-2

**Title:** Political Participation

**Ordered:** 11/19/2002

**Effective:** 11/29/2002

### **AUTHORITY:**

Sections 1.05 and 4.02 of the Miami-Dade County Home Rule Amendment and Charter and Section 2-52 of the Miami-Dade County Code.

### **SUPERSEDES:**

This administrative order supersedes previous Administrative Order No. 7-2 ordered and effective July 15, 1980.

### **POLICY:**

The proper operation of democratic government requires that public officials and employees be independent, impartial and responsible to all citizens. The purpose of this administrative order is to help develop and maintain an impartial public service for the administration of all county programs for all citizens. The order attempts to strike a balance between the right of the public to require an impartial public service and the right of employees to vote and exercise other basic rights of citizenship.

### **CLASSIFIED AND EXEMPT PERSONNEL:**

The Board of County Commissioners has adopted the following rules governing employees in the classified service of Miami-Dade County. These rules are hereby extended to exempt personnel under the direction of the County Manager.

### **PERSONNEL ACTION:**

No person shall be appointed or promoted to, or demoted or dismissed from, any County position or in any way favored or discriminated against with respect to employment in the classified service because of his or her political opinions or affiliations; but nothing precludes the dismissal of any employee who may be engaged in subversive activities. Furthermore, any employee of Miami-Dade County who qualifies as a candidate for election to any federal, state or municipal office shall immediately take a leave of absence from his or her County position until the date of the election and shall, if elected, immediately forfeit his or her County position. If the candidate is not elected, he or she shall immediately be reinstated to his or her

former position. Any employee of Miami-Dade County who holds such an office, shall immediately forfeit his or her County position.

## **POLITICAL ACTIVITIES:**

All County employees may express their opinions on any candidate or issue and participate in any political campaign during his or her off duty hours so long as such activities are not in conflict with the prohibitions contained herein.

## **NON-PERMISSIBLE ACTIVITIES:**

No officer or employee of the County shall:

1. Seek or attempt to use any political endorsement in connection with any appointment to a position in the classified service.
2. Use or promise to use, directly or indirectly, any official authority or influence, whether possessed or anticipated, to secure or attempt to secure for any person an appointment or advantage in appointment to a position in the County, or an increase in pay or other advantage in employment in any such position, for the purpose of influencing the vote or political action of any person, or for any consideration.
3. Directly or indirectly, coerce or attempt to coerce, command or advise any other employee or officer of the County to pay, lend or contribute any part of his salary, or kick-back any sum of money, or anything of value to any party, committee, organization, agency or person for political purposes. However, nothing herein shall prohibit an employee from suggesting to another employee in a non-coercive manner that he or she may voluntarily contribute to a fund which is administered by a party, committee, organization, agency, person, labor union or other employee organization for political purposes.
4. Use the authority of his or her position to secure support for, or oppose, any candidate, party, or issue in a partisan election or effect the results thereof.
5. Shall use any promise of reward or threat of loss to encourage or coerce any employee to support or contribute to any political issue, candidate or party.

## **FORFEITURE OF OFFICE:**

Any County employee who violates any of the provisions of this administrative order shall forfeit his or her office or position, and for one year shall be ineligible for any office or position in the County service. Furthermore, violations of this administrative order may result in disciplinary action pursuant to Section 2-47 of the Code of Metropolitan Dade County.

This Administrative Order is hereby submitted to the Board of County Commissioners of Miami-Dade County, Florida.

Steve Shiver  
County Manager